APLMF Business
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Note: full APLMF Secretariat Activity Report - 26 Oct 2017 in meeting documents
Draft minutes for the 23rd APLMF Forum and Working Group Meetings were circulated for member review and comment in March 2017.

Amendments were made as a result of comments received and the document underwent an online approval process and was approved.

The document has been published on the APLMF website in 2 parts (open and members only).

The Secretariat also provided a video summary of highlights from the 23rd Meeting.

Continue to fine tune content and streamline delivery.

Siem Reap, Cambodia
26 October 2017
Highlights of 2017 Secretariat Report

- Busy and productive year for your Secretariat team

- Full details in *APLMF Secretariat Activity Report - 26 Oct 2017*

- Continue to represent APLMF on **MEDEA Development Project** Consultative Committee and support planned project work stream activities including:
  - Support of training courses
  - Publishing *National Metrological Infrastructure (Joint Guide 1)*
  - Raising Awareness of Metrology (APMP-APLMF Joint Project 2)
  - Development and trial of e-learning modules

Siem Reap, Cambodia
26 October 2017
Highlights of 2017 Secretariat Report

Delivered the following training courses:

- Joint APMP/APLMF Workshop Benefits of Metrology – ‘Modernising National Metrological Infrastructure’ – Malaysia (May)
- Verification of Rice Moisture Meters – Malaysia (July)
- Verification of Bulk Flow Metering Systems using a Master Meter – Thailand (July)
- Verification of Pattern Approval of Water Meters – Malaysia (September)
- Verification of Weighbridges – China (September)

Trainers from: Australia, China, Japan, New Zealand and Thailand

Siem Reap, Cambodia
26 October 2017
# Highlights of 2017 Secretariat Report

<table>
<thead>
<tr>
<th>Date</th>
<th>Representative</th>
<th>Activity</th>
<th>Location</th>
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<tr>
<td>Feb</td>
<td>Stephen O’Brien, APLMF President</td>
<td>Asia Pacific Economic Cooperation (APEC) Sub-Committee on Standards and Conformance (SCSC), Senior Officials Meeting 1 and Specialist Regional Bodies (SRB) Forum. APLMF is currently convening SRB Forum.</td>
<td>Vietnam</td>
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<td>August</td>
<td>Stephen O’Brien, APLMF President</td>
<td>APEC Sub-Committee on Standards and Conformance and Senior Officials Meeting 3.</td>
<td>Vietnam</td>
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<td>October</td>
<td>Phil Sorrell, APLMF Secretariat</td>
<td>52nd OIML International Committee of Legal Metrology meeting. Participation in <em>Regional Legal Metrology Organisation Round Table and Countries and Economies with Emerging Metrology Systems (CEEMS)</em> Advisory Group meetings.</td>
<td>Colombia</td>
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Achievements

- **APLMF Website development** of the ‘full member only’ section
  - Online voting
  - Improved content particularly the training pages
- Trialed draft **procedures for approval of guide and administrative documents**
- Continuing to **developing a Secretariat process manual**
- Increased the frequency of the member newsletter and membership communications
- The **MEDEA partnership continues** to be a jewel in the crown for the development of skills through training. We are looking forward to continued support through MEDEA 2.
  - MEDEA has had significant impact on the Region’s legal metrology capability
  - Since November 2015 APLMF/MEDEA have supported the training of 190 people across 21 economies.
Achievements continued

- The new **Metrology Asia-Pacific website** - in the final stages of completion. We have the framework now we need you to contribute content e.g. case studies - Launch February 2018

- On-line learning is coming. An on-line learning prototype has been developed and progressing this initiative is a key focus for 2018

- Continued **presence at APEC** and associated fora to promote legal metrology and the increased capability within Asia Pacific region

- We have completed and published a number of Guides and documents

- The **APLMF Strategic Plan** was reviewed and endorsed by members
  - Five year strategy 2017-2021 (reviewed every two years)
  - Strategic Plan will guide our work programme over the coming year
  - In 2018 we will review and update our Plan
Guide 1 - useful and informative guide to developing a National Infrastructure including both Metrology and Legal Metrology with a focus on the APEC region

Aim is not to duplicate but complement the content of other international documents from authoritative sources such as OIML D1

Produced by a small working group led by Dr Grahame Harvey (APLMF) and Dr Abdul Rashid Bin Zainal Abidin (APMP)

- Published 2017 and available on APLMF website: http://www.aplmf.org/aplmf-guides.html
Host for 25th APLMF 2018

Discuss in Members Session tomorrow but people need to get thinking - looking for host for our 25th APLMF meeting

Hosting History:

- **Nil**: PNG, DPR Korea and Mongolia
- **Once**: Chinese Taipei 00, Vietnam 02, Malaysia 05, Singapore 06, Thailand 09, Philippines 12, Cambodia 17
- **Twice**: Most other economies
- **Three times**: Japan

Where will we celebrate this important milestone event?

Possible timing: 4-7 December 2018 (after APMP meeting)

Presented by: Mr Stephen O’Brien
APLMF President